
Study Skills, Time Management & Testing Strategies

Motivation and Relevance

- How motivated are you to study?
 - What will you get from studying?
 - Set a study goal and reward yourself.
- Why is the subject important?
 - How will you apply what you learn to your life?
 - Think outside the box and be open minded.

Know Yourself-What is your best study environment?

- ◉ Quiet environment (but not awkwardly quiet)
- ◉ Comfortable, but not TOO comfortable
- ◉ Avoid distractions vs. Need distractions
- ◉ Music vs. no music
- ◉ Group/friends vs. alone

Know Yourself-What do you need when studying?

- Short but frequent breaks
- Quality vs. quantity- study in short chunks
- Early Bird or Night Owl
- Recall key points
- REWARDS REWARDS REWARDS- snacks!
- Harder subjects first

Time Management

- Create Schedule
- Plan ahead
- Manageable chunks of time
- Be aware of distractions and make a plan B
- DON'T procrastinate
- Set goals
- Set reminders in your phone or write reminders down in your planner

Note-Taking Skills

- Listen actively
- Always write down things when the teacher:
 - Writes on the board or overhead
 - Says it is important to remember
 - Says it over and over again
- Take notes in outline or map form
- Use examples, page numbers, or reminders
- Leave room on your paper to add notes after class

Note-Taking: Cornell Method

CORNELL NOTES	
- Main Idea	- Key words and ideas
- Key Question (after notes are completed)	- Important dates/people/places
	- Repeated or stressed info
	- Ideas or brainstorming written on the board or projector
	- Info from textbook or stories
	- Diagrams and pictures
	- Formulas
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Summary of your notes in your own words	

Why is Cornell effective?

- Condense and organize information
- Think about what you have learned
- Opportunity for follow-up studying
- Best for applying knowledge, rather than just remembering

Test Taking Skills

- ⦿ Avoid cramming- work Smarter vs. Harder
- ⦿ Format of test
 - Essay
 - Multiple choice
 - True/False
 - Matching
 - Comes from book, class lectures, PowerPoint, etc.

Test Taking Skills

- ⦿ Time-limit: keep track of time as you go
- ⦿ Rest
- ⦿ Relax during the test
 - Take a deep breath
 - Close your eyes and imagine a relaxing place
- ⦿ Answer what you know first
 - Jot down acronyms to help you remember concepts
- ⦿ Check it twice before handing it in
 - ensure all questions have been answered

Stress Management

- Don't sweat the small stuff
- Exercise
- Eat Healthy
- Mental Health Days - have fun!

Helpful Hints

- ① Date your notes
- ① Keep returned assignments in a folder
- ① Find out correct answers on graded assignments
- ① Organize Information
- ① Keep track of revisions on previous papers

Helpful Websites

- How to Improve Your Study Skills

 - <http://www.studytips.org/>

- Difference Between Study Skills, Study Techniques, and Study Methods

 - <http://www.learninginfo.org/study-skills.htm>

- Sound Feelings – 11 Tips to Improve Studying Results

 - <http://www.soundfeelings.com/free/studying.htm>

What's Next?

- ① Complete the Study Skills and Habits Survey
- ① Write down your academic goals
- ① Review your Survey
 - What are you doing to study effectively?
 - What needs to change?